

**TOWN OF GOSHEN  
BOARD OF SELECTMEN  
MINUTES – Regular Meeting  
Town Hall Conference Room  
July 7, 2015**

PRESENT: Robert P. Valentine, Dexter Kinsella, Steven M. Romano

Robert Valentine called the meeting to order at 5:00 pm.

IN A MOTION made by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED that the minutes of the meeting of June 30, 2015, were approved as submitted. Voted unanimous.

MATTERS ARISING OUT OF THE MINUTES: Good work on Shelbourne Drive is progressing.

IN A MOTION made by Robert P. Valentine, seconded by Steven M. Romano, it was VOTED to approve the warrant and payroll of July 9, 2015, in the amount of \$1,343,255.36. It was noted that included in the payroll and warrant were the payroll in the amount of \$409,921.81 and the warrant in the amount of \$1,302,333.55. Voted unanimous. In this warrant it was noted that the beginning of the new fiscal year began as of July 1, 2015, with up-front payments, some of which were the payment of 1/6<sup>th</sup> to Region 6 School District; the payment for Torrington Area Health Department (TAHD); employee health insurance, etc.

PUBLIC COMMENT: NONE

FIRST SELECTMAN’S REPORT:

Garret Harlow began his duties in his capacity as Goshen’s new Public Works Supervisor.

The work on the drainage on Shelbourne Drive is going well. Mr. Harlow visited the job site and concurred with this assessment. *Eversource* (formerly CL&P) are going to bury deeper some of the powerlines.

The State Office of Policy and Management (OPM) has inquired as to when the town of Goshen will hook up to the *Nutmeg Network*. The town has received a \$19K grant for this hook up, however, the town has been waiting for (VOIP) Voice Over Internet Protocol to become available. The Capital Region Council of Governments is working on a pilot program for VOIP, which will enable Goshen to utilize, once it is up and running. This should take approximately two months. Bob will execute all paperwork necessary to enable the grant dollars to be used for the hook-up into the *Nutmeg Network System*.

## BOARD OF SELECTMEN

July 7, 2015

Page 2

A brief discussion took place on the disposition of the town's Tranquilizer Gun. Now that Goshen partners with Torrington and Litchfield for an Animal Control Officer, no one in Goshen is certified to use this gun. Bob Valentine suggested we give the tranquilizer gun to Rich Gargan, State of Connecticut ACO for his use.

IN A MOTION made by Dexter S. Kinsella, seconded by Steven M. Kinsella, it as VOTED to give the Tranquilizer gun over to Rick Gargan, the State Animal Control Officer for his use. Voted unanimous.

Former tenants of Goshen's Town Hall, the offices of the Northwest Hills Council of Government, have relocated to the building formerly known as the Village Market. New uses of the large room on the 2<sup>nd</sup> floor of the Town Hall building were discussed. Some of the thoughts were to use part of the space for an employee break room, part of the space to accommodate an overflow of public of meetings, or an office for Goshen's Planning and Zoning and Building departments.

Following the meeting, the Board of Selectmen inspected the vacant office space for further suggestions as to its use.

CORRESPONDENCE: NONE

Under Old Business, item 8a, *Town of Goshen Fiscal Policies & Procedures Manual*. A thorough review of the draft was done by Treasurer, Jim Bernard, Rebecca Jugert-Derungs, Tax Collector, and the members of the Board of Selectmen. This review brought forth only several minor changes. Some procedures were able to be combined. The Board found the *Manual* to be a comprehensive, easily understood procedural reference source that outlines the financial checks and balances that are in place, and utilized by the fiscal staff at the Goshen Town Hall. Both Selectmen, Dexter Kinsella and Steven Romano, were adamant that the policy in the Manual include the cash drawer of the Town Clerk's office be reconciled preferably on a weekly basis, but not less than twice a month (in each 30 day period).

Quality Data Services, the firm that prints out the invoices for residents' motor vehicle taxes, experienced an error in the printing only. The incorrect motor vehicle tax invoices were mailed out in error. Listing of some motor vehicle taxes owed were duplicated accidentally. *Corrected* invoices were mailed out on July 6, 2015 to Goshen residents that were affected. Taxpayers were instructed to pay for only the vehicles they own – ignoring duplicate VIN numbers. Again, only the printing process was affected, not any calculations.

Under New Business, 9.a Encumbrance – Crack Seal. Due to the persistent rain, the crack seal was not completed before year end. Therefore, Bob Valentine requested to encumber the balance of the funds to enable the job to be completed.

IN A MOTION by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED to encumber line number 5340-02 Crack Sealing the amount of \$10,475.67. Voted unanimous.

BOARD OF SELECTMEN

July 7, 2015

Page 3

The Task Order authored by David Battista from Lenard Engineering, regarding engineering to solve a drainage problem on Shelbourne Drive was discussed. Dexter Kinsella felt the "tasks" need to be streamlined. Garret Harlow, Public Works Supervisor, will be contacted to review the process and tasks proposed by Lenard Engineering.

ANY OTHER BUSINESS:

Lake Weed Committee Chairman, Steven Romano reported on the success of the recent public meeting for the presentation of the Aquatic Management of the three lakes in Goshen. Dr. George Knoecklein rendered information on the beginning findings of the invasive plant species found in each lake. Dr. Knoecklein then presented methods that are available to manage and reduce the growth of invasive weeds and other aquatic plants. Those present were given a report on the subcommittees that conducted fund raising for subsequent programs and surveys. At this time, the Lake Weed Committee is gathering information for a possible RFP.

IN A MOTION made by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED to adjourn the meeting at 6:05 p.m. Voted unanimous.

Respectfully submitted,

Lucille A. Paige, First Selectman's Aide